



# SCHOOL & COLLEGE LEGAL SERVICES OF CALIFORNIA

*A Joint Powers Authority  
serving school and college  
districts throughout the  
state.*

5350 Skylane Boulevard  
Santa Rosa, CA 95403

Tel: (707) 524-2690  
Fax: (707) 578-0517  
santarosa@sclscal.org  
www.sclscal.org

*General Counsel*  
Carl D. Corbin

*Attorneys*  
Monica D. Batanero  
Jennifer Henry  
Sarah Hirschfeld-Sussman  
Nancy L. Klein  
Damara L. Moore  
Jennifer E. Nix  
Steven P. Reiner  
Kaitlyn A. Schwendeman  
Loren W. Soukup  
Erin E. Stagg

*Of Counsel*  
Robert J. Henry  
Margaret M. Merchat  
Patrick C. Wilson  
Frank Zotter, Jr.

## MEMORANDUM

**To:** All Clients  
**From:** Carl D. Corbin, General Counsel *CDC*  
**Date:** May 20, 2020  
**Re:** End of School Year Survey, Attorney Ellie Austin, 2020-2021 Retainer Hours, SCLS Website, and 2020-2021 Workshop List

As we approach the last few weeks of the 2019-2020 school year, I want to thank you for allowing School and College Legal Services (“SCLS”) to assist in addressing your legal needs especially in this time of adversity and unprecedented disruptions.

This memorandum will:

- Discuss the annual “end of school year” survey;
- Re-introduce attorney Ellie Austin;
- Address 2020-2021 Retainer Hours and Contracts;
- Highlight the SCLS website; and
- Provide the 2020-2021 schedule of SCLS workshops.

### End of the School Year Survey

We encourage you to complete our annual “end of the school year” survey. This short online survey is designed to obtain our client’s thoughts and ideas on how our office can best address your legal needs.

Please take a few minutes to complete the electronic survey by clicking [https://docs.google.com/forms/d/e/1FAIpQLSfI-S383QcsJS1iCm9mY6fbj\\_wuuiK3-nqtvZG73dEsOQv7Jw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSfI-S383QcsJS1iCm9mY6fbj_wuuiK3-nqtvZG73dEsOQv7Jw/viewform)

The link will be “active” and the survey will remain open until May 31, 2020. Thank you in advance for your comments and suggestions. And, as always, please feel free to contact me directly with any thoughts you may have regarding SCLS.

### Attorney Ellie Austin

As you may know, Ellie Austin stepped back from the office in January after relocating to the Pacific Northwest with her family. I am pleased to announce that Ellie will be re-joining our office in an “Of Counsel” position for the 2020-2021 school year. Ms. Austin will be available to assist clients with special projects and other legal needs.



### 2020-2021 Retainer Hours and Contracts

Thank you to our existing “retainer” clients for purchasing retainer hours for the 2019-2020 school year! You should have already received via U.S. mail an agreement for services from SCLS for the 2020-2021 school year. For retainer clients, you are asked to select the number of hours you would like to purchase for the 2020-2021 school year. I know this can be a complicated issue. Please contact me if you would like to discuss this matter more in-depth in order for you to make the best informed decision for your educational institution.

For our “billable” clients, you should have already received via U.S. mail an agreement for services from SCLS for the 2020-2021 school year. Please contact me if you have any questions.

### SCLS Website

A reminder that the SCLS website has lots of different information including biographies on our attorneys and their specialty areas, our latest Legal Updates, registration for our workshops, and more! Please check out our website and let us know if you have any suggestions for improvement: <http://www.sclscal.org/>.

### Workshops

The mission of SCLS is not only to assist our clients in resolving legal issues that arise, but to also assist our clients in avoiding legal issues entirely. SCLS has a strong preventative law focus which we address through various methods to include our workshops. Due to the statewide fiscal concerns, we have not increased our workshop rates for the 2020-2021 school year. Our multi-client workshop rates remain very cost effective with a two-hour workshop at \$30 per participant and a three-hour workshop at \$45 per participant for workshops located in Santa Rosa (non-clients are charged a slightly increased rate). Our rates are only slightly increased to account for travel costs for any workshops we offer outside of Sonoma County such as in Eureka, Ukiah, and Santa Cruz. All workshops include extensive reference materials. I believe the quality and low cost of SCLS workshops are unmatched in the area of preventative law!

Please find attached a schedule of the 2020-2021 workshops available for attendance by registering with our office. We are providing our clients this list now to assist with your professional development planning for the next school year. Please note that the list may be revised based on our clients’ needs and the needs of the office. The workshop list may be also found at: <http://www.sclscal.org/workshops>.

Please be aware that all of our workshops during August through September 2020 will be via Zoom. We are planning to return to “in-person” workshops starting in October 2020, but we (as like everyone else in these present days) will be flexible and we will continue to present Zoom workshops as necessary to address any concerns related to COVID-19.

Please contact me if you would like to arrange for a workshop for your district on a specific topic.

On behalf of all of the attorneys at SCLS we thank you for your continued support of our organization!